

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE

HR COMMITTEE MEMBERS PRESENT: Marsik, Frohling, Greshay, Duchac and Schmidt

Minutes of the regular meeting of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Tuesday, June 20, 2017 at 9:00 a.m. in meeting room 1 H&I, located on the first floor of the Administration Building.

ALSO PRESENT: Jim Mielke, County Administrator; Sarah Hinze, Human Resources Director; Tonia Mindemann, Assistant Human Resources Director; Angi Zilliox, Human Resources Specialist; Becky Bell, Human Services and Health Director; Bethany Castleberg, Insurance and Benefits Coordinator; Leann Schultz, Insurance and Benefits Coordinator; Bill Wiley, Clearview Director of Finance; Lori Fett, Highway Office Manager; Pete Thompson, Assistant Highway Commissioner; Karen Gibson, County Clerk; Patti Hilker, County Treasurer; Kim Nass, Corporation Counsel; Bill Barnes, Nationwide Representative; John Bohonek, County Conservationist; Joyce Fiacco, Land Resources and Parks Director; Sheriff Dale Schmidt; Jane Hooper, Clearview Administrator; Donna Maly, County Board Supervisor; Julie Kolp, Finance Director; Ruth Otto, Information Technology Director; Jim Wiersma, Senior Social Worker; Tracy Sabol, Family Heritage Life.

Meeting called to order by Marsik at 9:00 a.m.

Roll call was taken. All members present.

Hinze verified that the meeting was noticed in compliance with the Open Meetings Law.

Motion by Greshay to approve the agenda and allow the Chairperson to go out of order to efficiently conduct the meeting. Second by Duchac. Motion carried.

Marsik asked if anyone present had any public comments. None

Motion by Schmidt to approve the regular session minutes of the June 6, 2017 meeting of the Human Resources and Labor Negotiations Committee. Second by Frohling. Motion carried.

Hinze introduced Tracy Sabol with Insuring Success, a Family Heritage Product provider. Sabol gave a presentation regarding voluntary cancer, cardiovascular and injury insurance options for employees with no cost to the employer. Sabol answered questions from Committee members.

Motion by Duchac to allow Insuring Success to schedule informational, voluntary presentation opportunities for County employees. Second by Greshay. Motion carried.

Bill Barnes, Investment Representative from Nationwide Retirement Solutions, gave a presentation regarding Post-employment Health Plans. Barnes answered questions from Committee members and attendees.

Hinze presented wage and health and dental insurance premium scenarios as requested by the Committee for budget purposes only. Hinze informed the Committee that a PTO discussion group was organized to discuss PTO options; however, it was the consensus of the group that wages were

the priority. Hinze presented additional wage scenarios for the Committee to consider. Hinze stated that Delta Dental preliminarily is not recommending an increase for 2018. There was discussion regarding the scenarios from Committee members and attendees. Mielke requested 2017 State of Wisconsin High deductible health plan rates. Marsik recommended a joint meeting with Human Resources and Negotiations Committee and Finance Committee. Frohling recommended a consensus from both committees on how to build wages into the budget.

Hinze presented a request for sick leave donations for a Physical Facilities employee who will be absent due to medical reasons. Hinze explained that the employee has used all available time off.

Motion by Greshay to approve the request for sick leave donations under the current guidelines and by doing so does not establish a practice or precedent. Second by Schmidt. Motion carried.

The Committee reviewed the Personnel Requisitions. Mielke recommended approval of these requests.

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| One (1) LR&P Director | LR & P |
| One (1) Corporal Corrections | Sheriff |
| One (1) Correctional Officer | Sheriff |

Motion by Schmidt to approve the Personnel Requisitions. Second by Duchac. Motion carried.

Mindemann presented a Medical Leave of Absence for consideration for an employee with Physical Facilities that has exhausted 2017 Federal and State Family and Medical Leave for 06/08/17-06/22/17. Mindemann verified that Human Resources has supporting medical documentation.

Motion by Schmidt to approve the Medical Leave of Absence as presented and by doing so does not establish a practice or precedent. Second by Duchac. Motion carried.

The Committee reviewed the Salary, Wage, and Status changes as presented.

STEP INCREASE – UNION – None. RECLASSIFICATION – UNION – None. APPOINTED OFFICIAL - None. NEW HIRE – Sean T. Bruss, Correctional Officer, Sheriff, \$18.77, DC05, ST01, 06/26/2017; Oren I. Cotton, Transport Officer Occasional, Sheriff, \$17.96, MSC37, ST01, 06/01/2017; Bradley E. Kulibert, Transport Officer Occasional, Sheriff, \$17.96, MSC37, ST01, 06/01/2017; Jedd A. McCormack, Correctional Officer, Sheriff, \$18.77, DC05, ST01, 06/26/2017; Terry N. Schulz, Transport Officer Occasional, Sheriff, \$17.96, MSC37, ST01, 06/01/2017. LIMITED TERM/SEASONAL NEW HIRE - None. LIMITED TERM/SEASONAL RE-HIRE - None. RECLASSIFICATION – Nathan J. Olson, Senior Planner, LR&P, \$32.56, DC10, ST06, 06/10/2017. STEP INCREASE – Brenda R. Goldade, Child Support Specialist II, Child Support, \$20.92, DC05, ST05, 06/06/2017; Calvin T. Grams, Correctional Officer, Sheriff, \$19.84, DC05, ST03, 06/15/2017; Joshua J. Paternoster, Communications Officer, Sheriff, \$20.92, DC05, ST05, 06/01/2017.

The Committee reviewed the Orientation Period Reports as presented.

Committee Member Report: None

HR Director's Report:


- a) Disciplinary Actions: Hinze reported that an employee of the Sheriff's Office received a written warning for failure to follow procedure.
- b) Grievances and Arbitrations: None to Report
- c) Update Regarding Employee Trust Funds Group Insurance Board Proposed Transition to Self-Insurance: Hinze referenced an email announcing the defeated self-insuring vote from the State Joint Finance Committee.
 - 1. Hinze stated that we are continuing to meet with Jefferson County, other local municipalities, and M3 regarding the consortium option for health insurance. Hinze indicated that on August 16, 2017 M3 will present rates and plan designs.

Future Agenda Items: 2018 Wages and Benefits and Paid Time Off.

The next scheduled meetings of the Human Resources and Labor Negotiations Committee are regular meetings on **July 3, 2017 at 9:45 a.m. or after Executive Committee, whichever is later,** and **Tuesday, July 18, 2017 at 9:00 a.m.** which will be held in room 4C of the Administration Building and a special joint meeting with Finance Committee on **June 27, 2017 at 8:00 a.m.** which will be held in rooms 1H and 1I of the Administrative Building;

Meeting adjourned by order of the Chairperson at 11:13 a.m.


Richard Greshay, Secretary


Joseph Marsik, Chairperson

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.